



Juanita Friday Market



Tina Lathia
Parks & Community Services
505 Market Street, Ste A
Kirkland, WA 98033-6189
Ph: (425) 587-3385
Tlathia@kirklandwa.gov

SPECIAL EVENTS APPLICATION

JUANITA YOUTH FAIR

Friday June 28, 2013

3pm – 7pm at Juanita Beach Park

Pre-Registration is required to participate! Registration Closes: June 3rd

Kids through high school age are invited to sell their hand-made items at the Juanita Youth Fair on June 28, 2013.

PARTICIPANT INFORMATION

Applicant Name: _____ **Age:** _____

Parent/Guardian Name: _____

Phone: _____ **Emergency Phone:** _____

Email Address: _____

Items to be sold at the Youth Fair: (List everything you plan on selling at the market, only preapproved items will be allowed to sell at the market)

PAYMENT

Juanita Youth Fair Participation Fee: **\$10** Non-Refundable

Send your payment and complete application to:

**City of Kirkland
Attn: Tina Lathia
123 5th Avenue
Kirkland, WA 98033**

Enclosed is my check for \$_____ made payable to: City of Kirkland

YOUR APPLICATION IS NOT COMPLETE WITHOUT YOUR SIGNATURE AT THE BOTTOM OF THE RULES & REGULATIONS PAGE



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JUANITA YOUTH FAIR INFORMATION

Juanita Youth Fair is designed to provide young aspiring entrepreneurs a real world environment to learn and practice their business skills

Pre-Registration is required to participate!_Registration Closes: June 3rd

Space is limited. First come, first serve basis.

Please contact our office at 425-587-3323 or email us to sign-up

FridayMarket@Kirklandwa.gov

Event Details

Kids through High school (should be currently enrolled in a High School) ages are invited to participate at Juanita Friday Market's first annual Juanita Youth Fair.

Products: Handmade items, all items will be juried

Application: The Youth Fair application must be signed by a parent/guardian in order to be accepted.

Fees: The Non-Refundable Event participation fee and the application must be submitted by June 3rd.

Selection: All items to be sold at the market should be hand-made. All items will be juried. Only pre-approved items can be sold at the market. No bake sales or resell items.

Market Day Details: Youth Fair Participants (YFP) will be provided a chair and a shared table (or a full table based on total number of applicants) by the market to exhibit their products in a designated area (approximate 5'x5' area). The YFP products should be well displayed and clearly priced. YFP booths should be manned at all times and participants 17yrs and younger should have adult supervision present at all times. YFPs are responsible for setting up and cleaning up their own booth space. Please be sure to wear weather-appropriate clothing.

Market Rules: The same set of market Rules & Regulations established for the Market Vendors apply to the Youth Fair participants. Please review the market Rules and Regulations page carefully.



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JUANITA FRIDAY MARKET RULES & REGULATIONS

Juanita Friday Market (JFM) is operated by the City of Kirkland, Parks and Community Services Department. The Market provides an opportunity where community members can come together and support their local farmers by purchasing quality, locally grown goods. In addition, the Market will be an outlet for area non-profit organizations to provide information to the public.

For questions/ information please contact: Regula Schubiger
Phone: 425-587-3323
Email: FridayMarket@Kirklandwa.gov
Website: www.kirklandwa.gov

The following rules and regulations are in effect at the JFM. Please read carefully.

MARKET HOURS

The Market will operate every Friday from May 10 to October 4, 2013. Hours of operation will be 3 pm to 7pm.

Location: Juanita Beach Park
9703 NE Juanita Drive
Kirkland WA 98034

STALL ASSIGNMENTS

Stalls will be assigned to Participants upon arrival.

BOOTH SET-UP

Participants will be allowed in the Market area to begin setting up starting at 1:00 pm.

TEAR DOWN

Participants cannot begin breaking down until close of market at 7 pm. To ensure customer safety and to maintain the market atmosphere, packing and leaving before 7pm is not permitted.

STALLS

Stalls will be approximately 10' x 10'

All Participants must provide a container for waste matter and haul it away at the end of Market day. Participants selling beverages in cans or plastic bottles must provide a recycling container. No dumping of waste is allowed on the property. ALL TENTS AND AWNINGS MUST BE SECURED WITH PROPER WEIGHTS (25LBS. EACH POST) TO PREVENT BLOWING AWAY AND CAUSING DAMAGE.

FEES & PAYMENTS

The participation fee must be paid in full before you set up your booth at the market.

LATE ARRIVAL

The load in time is between 1pm to 2:30pm. If you come to market after 2:30pm - You will not be allowed to drive into the market area and will have to carry your items to the booth. Booth space will be assigned as available.



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CLEAN UP

Each Participant is responsible for leaving their area clean. NO EXCEPTIONS.

SIGNS

All Participants must have a sign clearly marking the name of the business and price of products.

PRINTED MATERIALS

Participants are allowed to display in their booths materials that pertain to their products. Other than the participant's business materials, no petitions, or other printed material, political or otherwise, will be distributed or displayed at the JFM, without prior approval by the Market Manager.

PRICING

Pricing of goods sold at the Market and any applicable taxes are the sole responsibility of the individual participant.

AMPLIFIED MUSIC

Amplified music cannot be used by participants. No generators are allowed, unless approved by the Market Manager.

HEALTH PRACTICES

All Participants must adhere to sanitary procedures as outlined by the King County Public Health Department. All food concessionaires and food samplers are responsible for obtaining proper health and food handler's permits and registration needed to do business at the JFM. Any participant found to be selling contaminated food or produce shall be suspended from selling operations until satisfactory clearance has been obtained from the King County Health Department. For information on permits, registration, and requirements please call 206-296-9805. All participants offering samples must have a food handlers' permit and the proper hand washing set up, including: warm water, grey water collection bucket, soap, paper towels and some type of barrier (toothpicks, plastic gloves, etc.) for passing the sample to the customer. Without the proper set up participants will not be allowed to sample.

SMOKING POLICY

Participants are not permitted to smoke in or around the Market area.

DRUG AND ALCOHOL POSSESSION POLICY

The unlawful possession or use of illegal drugs and / or alcohol will not be tolerated.

ANIMALS IN THE MARKET

Participants are not permitted to bring their pets to the Market.



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Signatures

HOLD HARMLESS/INDEMNIFICATION

Participant and Parent/Guardian have read and understand the **Juanita Friday Market Guidelines** and are bound by the terms and conditions. Participant and Parent/Guardian shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Participant and Parent/Guardian in the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Participant Signature:

Date

Parent/Guardian Signature:

Date:

MEDIA RELEASE

I hereby give permission in perpetuity to the City of Kirkland, its officials, employees, agents and assigns to use my name and photographic likeness in all forms and media for advertising and any other promotional purposes.

Participant Signature:

Date:

Parent/Guardian Signature:

Date:

Participant and Parent/Guardian have read and understand the 2013 Juanita Friday Market Rules and are bound by the terms and conditions outlined therein. This document shall become a part of the agreement to participate at the Juanita Friday Market. Participant and Parent/Guardian thereby agree to abide by these rules and regulations. The JFM Manager reserves the right to cancel the privileges of any Market participant who, in the opinion of management, has willfully violated the rules and regulations governing the Market. The JFM Market Manager will enforce the above rules.

Participant Signature:

Date:

Parent/Guardian Signature:

Date: